

MWBE and Services Procurement Committee Report

5 September 2019

Prepared by: Kimberly Mitchell

Meeting attended by: Board Chair Norman Jones, Vice Chair Michael Schmidt (via Telephone), Tom Richards, Jesse Dudley, I. Geena Cruz, ICO Brian Sanvidge; Savin Program Director Pépin Accilien, Savin Deputy Director Roland Coleman; General Counsel Ed Hourihan, and Attorney Melissa Mahler. Members Rosiland Brooks-Harris and Everton Sewell were absent.

Board Chair Norman Jones convened the meeting at 8:11 a.m.

Action Items

1. Amendment #2 to SWBR for Signage for East Campus

Pépin Accilien and Roland Coleman stated this amendment to SWBR's District-wide contract is to provide professional design services for the proposed East Campus Signage Design Project. This work is to update the District Design Standards for Technical Specifications and demonstrate a physical prototype of one sign type throughout the District. SWBR will use ID Signsystems, a woman owned manufacturing company, and Singleton Construction Consultants, an MBE, as a Cost Estimating resource. SWBR and its consultants will research appropriate current products, assemblies, installation procedures, and governing standards consistent with the quality and operation and maintenance preferences of the RSMP and the RCSD.

Motion to move this item to the full Board for consideration at the monthly Board meeting on September 9, 2019 by Dudley ; Second by Richards . Adopted 4 - 0 .

2. Purchase Order Request: Moving Services for Barton School No. 2

Pépin Accilien and Travis Miller reviewed the Purchase Order Request with the Board and stated that this request is to provide Moving Services for Barton School No. 2.

Motion to move this item to the full Board for consideration at the monthly Board meeting on September 9, 2019 by Dudley ; Second by Richards . Adopted 4 - 0 .

Change Orders to Barton School No. 2 Contractor

- #32 and #34-39 to the EC Contractor - Concord Electric

Pépin Accilien & Rob Skeelee reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on September 9, 2019 by Cruz ; Second by Dudley . Adopted 4 - 0 .

Change Orders to East Upper and Lower School Contractors

- #25, 26 and 32 to the GC Contractor – Holdsworth Klimowski
- #19-21 to the EC Contractor - Hewitt Young

Pépin Accilien & Wayne Williams reviewed the Change Orders and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on September 9, 2019 by Richards ; Second by Dudley . Adopted 4 - 0 .

Change Order to Lincoln School No. 22 Contractor

- #10 to the GC Contractor – Steve General

Pépin Accilien & Wayne Williams reviewed the Change Order and overall project status with the Board.

Motion to move this item to the full Board for consideration at the monthly Board meeting on September 9, 2019 by Richards ; Second by Cruz . Adopted 4 - 0 .

Non-Action / Discussion Items

3. Report: Amendments Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month for two amendments is **\$22,868.71**. Supporting information is included in the Committee Packet, and outlined below for this month:

Amendments Authorized by Chair			
Project	Firm	Amendment No.	Amount
Phase 2c Projects	AP Safety & Security	19-APSECURITY-02	\$14,250.00
Lincoln School	Moody Nolan	17-MN6-004	\$8,618.71
TOTAL:		2	\$22,868.71

Committee Meeting: Thursday, September 5, 2019

4. Report: Change Orders Authorized by Chair

Pépin Accilien stated that the amount authorized by the Chair this month is for 29 Change Orders totaling **\$212,048.87**, included in the Committee Packet, and outlined below for this month:

Change Orders Authorized by Chair for September 2019 Mtg			
PROJECT	CONTRACTOR	C/O #	AMOUNT
BARTON 2	GC - DiPASQUALE	31	\$ 4,088.00
	GC - DiPASQUALE	32	\$ 14,474.00
	GC - DiPASQUALE	33	\$ 13,475.00
	MC - JW DANFORTH	9	\$ 8,377.00
	EC - CONCORD ELECTRIC	30	(\$307.00)
	EC - CONCORD ELECTRIC	31	\$ 6,501.00
	EC - CONCORD ELECTRIC	33	\$ 20,463.00
SCHOOL 50	SC - MARK CERRONE, INC.	4	\$ 28,690.20
EAST	GC - HOLDSWORTH KLIMOWSKI	21	\$ 2,391.00
	GC - HOLDSWORTH KLIMOWSKI	22	\$ 4,681.00
	GC - HOLDSWORTH KLIMOWSKI	23	\$ 2,014.00
	GC - HOLDSWORTH KLIMOWSKI	24	\$ 6,816.00
	GC - HOLDSWORTH KLIMOWSKI	27	(\$5,631.00)
	GC - HOLDSWORTH KLIMOWSKI	28	\$ 4,043.00
	GC - HOLDSWORTH KLIMOWSKI	29	\$ 629.00
	GC - HOLDSWORTH KLIMOWSKI	30	\$ 3,130.00
	GC - HOLDSWORTH KLIMOWSKI	31	\$ 6,729.00
	EC - HEWITT YOUNG	13	\$ 7,226.49
	EC - HEWITT YOUNG	14	\$ 751.38
	EC - HEWITT YOUNG	15	\$ 5,036.80
	EC - HEWITT YOUNG	16	\$ 5,466.73
	EC - HEWITT YOUNG	17	\$ 3,608.20
	EC - HEWITT YOUNG	18	\$ 10,900.47
	PC - THURSTON DUDEK	6	\$ 24,974.20
	EDISON	EC - HEWITT YOUNG	1

LINCOLN 22	EC - CONCORD ELECTRIC	7	\$	13,771.15
	PC - DV BROWN	4	\$	3,291.81
SCHOOL 16	GC - MANNING SQUIRES HENNIG	38	\$	23,737.00
MONROE 2B	DC - MARK CERRONE	1	\$	-
	TOTAL	29	\$	212,048.87
<i>Committee Meeting: Thursday, September 5, 2019</i>				

5. Potential Property Acquisition – UPDATE

Pépin Accilien provided an update to the Committee regarding potential property acquisitions around the School 4 and School 54 projects. The City’s real estate department issued letters and offers to property owners around School 54, received very favorable responses from many interested in selling, but received only one signed offer back so far. The City has not yet approached any property owners around the School 4 project. A residential real estate broker will need to be engaged to relocate existing residential tenants upon completion of the property acquisitions.

6. Phase 3 Draft Strategic Plan/Legislation - UPDATE

Pépin Accilien provided an update to the Board on recent steps taken and planned activities associated with the RMSP Phase III 30/60/90-day Legislative Support Plan. The intent is to re-introduce Phase III Special Legislation to the Education Committee when the legislative session reconvenes in January 2020. The plan seeks passage of the Bill in February 2020.

7. BOP Revolving Loan Program (RLP) Update

RJSCB Revolving Loan Program Activities as of 7/31/2019:

**RJSCB Revolving Loan Program
7/31/2019**

Borrower	Loan Date	Amount Borrowed	Amount Repaid	Balance
Precision Concrete and Masonry	9/13/2017	10,000.00	10,000.00	0.00
Torry Butler	11/2/2017	9,720.00	9,720.00	0.00
Rosecroft	12/15/2017	10,000.00	10,000.00	0.00
Precision Concrete and Masonry #2	1/8/2018	10,000.00	10,000.00	0.00
Coloring on Canvas	5/25/2018	10,000.00	10,000.00	0.00
Cannon Electric	8/1/2018	10,000.00	10,000.00	0.00
Gateway III Construction Group	7/25/2018	10,000.00	10,000.00	0.00
Coloring on Canvas #2	8/8/2018	10,000.00	10,000.00	0.00
Gateway III Construction Group #2	9/25/2018	10,000.00	10,000.00	0.00
		89,720.00	89,720.00	

Balance of Funds

Initial Deposit	250,000.00
Loans paid out	-89,720.00
Loans collected	89,720.00
Interest earned	634.38

REDCO fee (1.5%)	-1,345.80
City fee (.5%)	<u>-448.60</u>
Balance	248,839.98

The Finance Committee meeting began at 8:39 am and concluded at 8:55 am (see Finance Committee Report).

Meeting adjourned at 8:38 am.